

THE IOWA COUNCIL ON HOMELESSNESS
BI-MONTHLY MEETING MINUTES
MEETING HELD AT THE IOWA FINANCE AUTHORITY,
PRESENTATION ROOM AT 10 A.M. ON NOVEMBER 16, 2012

A regularly scheduled Iowa Council on Homelessness meeting was held on Friday, November 16, 2012 at the Iowa Finance Authority, 2015 Grand Avenue, Des Moines, Iowa.

(Note: Any requests for corrections to the minutes should be sent to josh.mcroberts@iowa.gov)

I CALL TO ORDER

The November 16, 2012 meeting of the Iowa Council on Homelessness was called to order at 10:00 A.M. by Chair Axeen. There are currently 36 members on the Iowa Council on Homelessness. The following voting members were present: Armstrong, Axeen, Beilke-McCallum, Binner, Boss, Brand, Brown, Brustkern, Canganelli, Dunnwald, Erickson, Fisher, Gronstal, Hagen, Heckman, Johnson, Jordal, Kellogg, Munsterman-Robinson, Peterson, Schulze, Steben, Timm, Wilson, and Utecht (alt. for Phillips). A quorum was established.

II ICN ETIQUETTE REVIEW

Chair Axeen reminded participants that the meeting makes use of ICN sites/conference lines and that proper meeting etiquette needed to be followed.

III APPROVAL OF AGENDA

A motion was made by Mr. Brustkern and was seconded by Mr. Timm to approve the agenda for the November 16, 2012 meeting. The motion passed unanimously.

IV APPROVAL OF THE SEPTEMBER 21, 2012 MINUTES

A motion was made by Mr. Beilke-McCallum and was seconded by Mr. Wilson to approve the minutes of the September 21, 2012 meeting. The motion passed unanimously.

V COMMITTEE / TASK FORCE REPORTS

Executive Committee (*Al Axeen*)

Mr. Axeen used his discretion as the Council Chair, as noted on the agenda, to move agenda item, VII (ii.) New Business, to this portion of the agenda to ask for a motion that the Iowa Council on Homelessness create a temporary Bylaws Review Committee.

ACTION ITEM

A motion was made by Mr. Wilson to create an *ad hoc* committee to review the bylaws. The motion was seconded by Mr. Boss. The motion passed unanimously.

Nominating Committee (*Ben Brustkern*)

Mr. Brustkern stated that the Nominating Committee had one action item and that was to appoint a Council Vice-Chair and Council Secretary.

ACTION ITEM

A motion was put on the floor by the Nominating Committee to appoint Jeff Gronstal as the Vice Chair for Council and Zebulon Beilke-McCallum as the Secretary for the Council. Ms. Brown seconded the motion.

Discussion: Ms. Fisher questioned whether the appointments usually happen at this time of year and if it puts the Council in a position where the Chair and Vice Chair positions follow the rules that the Chair position must be staggered between a state agency representative and a general public member. Mr. Axeen stated that it would if the Vice Chair were to automatically become Chair. He went on to further say that the reason it is being done now is because it was not done in May as it should have been.

The motion passed unanimously.

Mr. Brustkern went on to talk about attendance and reminded Council members that if they are unable to attend a meeting they need to contact Josh McRoberts at the Iowa Finance Authority. He reminded members that if they miss more than 2 meetings in a year, the Nominating Committee will look into the absences and may potentially ask the member to vacate their seat.

Mr. Brustkern finished his report by stating that the Iowa Council on Homelessness currently has two vacant seats that need to be filled.

Continuum of Care Committee (*Zeb Beilke-McCallum*)

Mr. Beilke-McCallum mentioned that the Continuum of Care Notice of Funds Available (NOFA) had been released on November 9, 2012. He strongly encouraged interested parties to apply for Continuum of Care funds.

Mr. Beilke-McCallum then gave an update on the Continuum of Care reallocation appeals. He noted that Executive Committee had met on October 19th to consider the appeals that were received and the Committee rejected the appeals of the two programs.

Public Affairs (*Tim Wilson*)

Mr. Wilson stated that it was National Hunger and Homelessness Awareness Week as well as Iowa Hunger and Homelessness Awareness Week. He went on to say the Day on the Hill is scheduled for Thursday, March 21, 2013. Mr. Wilson finished his report by saying that the next Public Awareness Committee meeting will be held on Friday, November 30, 2012 at 9:00 A.M. at the Coralville Public Library.

Progressive Engagement and Coordinated Intake (*David Hagen*)

Mr. Hagen discussed that the Committee will be meeting in the early part of December. He stated that there is one pilot in progress in Linn County and they are looking at early January to add additional shelters in early January to begin testing.

Research and Analysis (*Julie Eberbach in place of Ann Davidson*)

Ms. Eberbach discussed the upcoming Point in Time count that HUD requires every other year. She stated that this count determines the number of folks who are homeless and on the street. Ms. Eberbach went on to say that Iowa traditionally does one every year and that historically it has been held on the last Wednesday of January. HUD requires that it be held on one of the last ten days of January. Ms. Eberbach reported the Point in Time Count will be conducted on Wednesday, January 30, 2013, which is the same day that the state of Iowa housing inventory count will be held.

VI REPORTS AND ACTIVITIES

Mr. McRoberts gave an update of the 2013 Iowa statewide Shelter Assistance Fund competition and noted that the Iowa Finance Authority has a review committee in place that is currently in the process of reviewing and scoring the 38 applications that met threshold. He stated that funding recommendations will most likely be taken to the January 2013 Iowa Finance Authority Board meeting for approval.

VII PUBLIC COMMENTS

- i. Old Business: Mr. Beilke-McCallum gave an update on the reorganization of Domestic Violence services in Iowa and Ms. Utecht with the Iowa Attorney General's Office provided information on the reorganization as well.
- ii. New Business: This was moved to the Executive Committee Report section at the discretion of Chair Axeen.
- iii. Date for Next Regular Meeting: The of the next regularly scheduled meeting of the Iowa Council on Homelessness will be on Friday, January 18, 2013 at 10 A.M. at the Iowa Finance Authority in Des Moines.

VIII ADJOURN

A motion was made by Mr. Beilke-McCallum to adjourn and was seconded by Mr. Wilson. Chair Axeen declared the meeting adjourned at 10:45 A.M.

VOTING MEMBERS PRESENT

1. Theresa Armstrong, Iowa Department of Human Services
2. Allan Axeen, Chair
3. Zebulon Beilke-McCallum, Secretary, Iowa Coalition Against Domestic Violence
4. David Binner, Wells Fargo

5. David Boss, Northeast Iowa Community Action Corporation
6. Bill Brand, Iowa Department of Human Rights
7. Anne Brown, Iowa Department of Corrections
8. Ben Brustkern, Cedar Valley Friends of the Family
9. Crissy Canganelli, Shelter House
10. Carrie Dunnwald, Cedar Valley Friends of the Family
11. Jane Erickson, Iowa Department on Aging
12. Mariliegh Fisher, Community Housing Initiatives
13. Jeff Gronstal, Vice Chair, Iowa Department of Public Health
14. David Hagen, Hawkeye Area Community Action Program
15. Cliff Heckman, VA Medical Center
16. Sandy Johnson, Iowa Department of Education
17. Rhonda Jordal, Consumer Representative
18. Barb Kellogg, North Iowa Community Action Organization
19. Stefanie Munsterman-Robinson, Family Promise of Linn County
20. Wes Peterson, Iowa Finance Authority
21. Nancy Schulze, Heartland Family Services
22. Bob Steben, Iowa Department of Veterans Affairs
23. Tony Timm, Central Iowa Shelter and Services
24. Deana Utecht (alt. for Donna Phillips), Iowa Attorney General's Office
25. Tim Wilson, Willis Dady Emergency Shelter

VOTING MEMBERS NOT PRESENT

*denotes notification of absence prior to meeting

1. Jeremy Babcock, Iowa Economic Development Authority
2. Chris Brooks, Pleasant Hill Police Department
3. Bob Brownell, Iowa State Association of Counties
4. Ann Davidson, YWCA of Fort Dodge *
5. Becky Falck, SIEDA Community Action *
6. Libris Fidelis, Consumer Representative
7. Kristine Harris, Consumer Representative
8. Ann Hearn, Linn County Community Services*
9. Tom Lampe, Iowa Department of Public Safety
10. Reginald Schmitt, Iowa League of Cities
11. Michael Witt, Iowa Workforce Development

IOWA FINANCE AUTHORITY STAFF PRESENT

1. Mickey Carlson, Grants Manager
2. Judy Hartman, Administrative Assistant
3. Amber Lewis, Homeless Programs Coordinator
4. Josh McRoberts, Administrative Assistant

OTHERS PRESENT

1. Jessica Barkhaus, Fort Dodge Housing Agency
2. Ronelle Clark, YWCA Clinton
3. Gary Den Hartog
4. David Eberbach, Iowa Institute for Community Alliances
5. Julie Eberbach, Iowa Institute for Community Alliances
6. Catherine Gerdes, Children and Families of Iowa
7. Heather Harney, Hawkeye Area Community Action Program
8. David Hicks, Youth and Shelter Services of Marshall County
9. Sadie Hildebrand, HOME, Inc.
10. Amy Keairns, City of Sioux City
11. Susan McGuire, Center for Siouxland
12. Hope Metheny, Youth and Shelter Services
13. Roberta Milinsky, Youth and Shelter Services
14. Jan Rutledge, Iowa Legal Aid
15. Carrie Slagle, Waypoint Services
16. Julie Sleeper, HUD
17. Kelly Thompson, Quad Cities Shelter and Transitional Housing Council
18. Jennifer Tibbets, Catherine McAuley Center

Dated this 20th day of November, 2012

Respectfully Submitted By: _____

Josh McRoberts, Iowa Finance Authority

Approved as to form: _____

Allan Axeen, Chair

Approved as to form: _____

Zebulon Beilke-McCallum, Secretary